



## Small Balance Commercial Loan Submission Checklist

Please see the list below to complete your loan submission for review.

	1. This Checklist, Completed And Executed By Submitting Party
	2. Completed and Typed Commercial Loan Application With All Contact Information
	3. Credit Report Dated Within 30 Days
	4. Current Rent Roll (If Applicable)
	5. Personal Financial Statement Signed And Dated
	6. Valid Guarantor ID
	7. Personal Financial Statement Signed And Dated
	8. Subject Property Mortgage Statement (If Applicable)
	9. Insurance Dec Page For Subject Property With Agent Contact Information Including Email And Name)
	10. Entity Documentation (Articles Of Incorporation, Signed Operating Agreement. If Applicable)
	11. 60 Days Proof Of Liquidity (Bank Statement, Stock Account, 1031 Exchange Funds)
	12. Title And Escrow Contact Information Including Name, Number And Email Address (If Applicable)
	13. Schedule Of Real Estate For Borrower(s)
	14. Executed Purchase Contract (If Applicable)

Prepared by: \_\_\_\_\_  
 Name

Signature: \_\_\_\_\_ Date: \_\_\_\_\_